

## **CLASS SPECIFICATION**

### **SAN DIEGO CITY CIVIL SERVICE COMMISSION**

#### **ELECTRONICS TECHNICIAN SUPERVISOR**

##### **DEFINITION:**

Under direction, to supervise and participate in the installation, repair and maintenance of telemetry systems and to perform related work.

##### **\* EXAMPLES OF DUTIES:**

- Schedules, assigns, supervises, and participates in the work of skilled technicians and other workers;
- Adapts and alters telemetry and electronic equipment to meet specific operating needs;
- Establishes specifications and reviews plans for instrumentation and telemetry equipment;
- Maintains inventory of equipment, parts, and supplies;
- Analyzes and diagnoses the more technical installation, operation and maintenance problems of telemetry and electronic equipment;
- Makes field inspections and tests of equipment;
- Prepares plans and estimates of needed materials and equipment;
- Prepares equipment replacement schedules and recommends replacement equipment for obsolete or work out units;
- Keeps records of operations, materials, and equipment and prepares required reports;
- Enforces safety regulations;
- Supervises the training of apprentice technicians in electronic equipment maintenance;
- Trains and rates the work performance of subordinates.

##### **MINIMUM QUALIFICATIONS:**

Please note: the minimum qualifications stated below are a guide for determining the education, training, experience, special skills, and/or license which may be required for employment in the class. These are re-evaluated each time the position is opened for recruitment. Please refer to the most recent Job Announcement for updated minimum qualifications.

Successful completion of an accredited four-year Electronic or Communications Technician Apprenticeship Program, **AND** two years of experience in all phases of work as a journey-level Electronics Technician; **OR** six years of experience in all phases of work as a journey-level Electronics Technician; **OR** an Associate of Science or higher degree in Electronics Technology or Electronics Engineer, **AND** four year of experience in all phases of work as a journey-level Electronics Technician. Possession of a valid California Class C Driver's License.

- \* **EXAMPLES OF DUTIES** performed by employees in this class. The list may not include all required duties, nor are all listed tasks necessarily performed by everyone in this class.